

## **REQUEST FOR STATEMENT OF QUALIFICATIONS For OFF-SITE PUBLIC WORKS PROJECTS**

The term for the current Statement of Qualifications (SOQ) is about to expire. The City of Las Vegas Department of Public Works invites local consultant engineering firms to submit a new SOQ. Firms interested in providing engineering services to the City of Las Vegas must complete a SOQ submittal using the information and forms contained in the SOQ packet.

If your firm is interested in providing professional services for on-site Public Works projects for PARKS and BUILDINGS, contact Gail Wilkinson at (702) 229-6535 or via email at [gwilkinson@lasvegasnevada.gov](mailto:gwilkinson@lasvegasnevada.gov).

**SOQ Term:** February 2006 to December 2007

**Submittal Deadline:** Must be received by 5:00 PM, Friday, January 27, 2006.

**Submittal Address:** SOQ – City Engineer  
Department of Public Works  
City of Las Vegas  
731 S. 4<sup>th</sup> Street  
Las Vegas, NV 89101

### **SOQ Packet Availability:**

- Download the packet under [www.lasvegasnevada.gov/publicworks](http://www.lasvegasnevada.gov/publicworks).
- U.S. Mail or email attachment by contacting Cheryl Paychl at (702) 229-6541 or [cpaychl@lasvegasnevada.gov](mailto:cpaychl@lasvegasnevada.gov) and requesting the SOQ Packet for Public Works – Engineering.
- In person at the Public Works reception desk at the Development Services Center, 731 S. 4<sup>th</sup> Street, Las Vegas, Nevada 89101.

**Professional Engineering Services**

**Statement of Qualifications**

**Packet for the term  
FEBRUARY 2006 to DECEMBER 2007**



**DEPARTMENT OF PUBLIC WORKS**

**CHARLES KAJKOWSKI, JR., ACTING DIRECTOR**

**STATEMENT OF QUALIFICATIONS**  
**PACKET FOR**  
**PROFESSIONAL ENGINEERING SERVICES**  
  
**For the term of**  
**February 2006 TO December 2007**

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## Chapter 1

### INTRODUCTION

This packet contains all the forms necessary for firms to respond to the City of Las Vegas' request for Statements of Qualification (SOQ) for professional engineering services. Firms should carefully read and review this entire package. Only submittals completed as directed in this package will be accepted for evaluation.

The City of Las Vegas requests SOQs from firms to provide various professional engineering services for public works projects. Firms interested in providing these services must complete a submittal using the information and forms contained in this packet. Submittals will only be accepted from 8:00 a.m. to 5:00 p.m., Monday through Friday until the **deadline of 5:00 p.m., Friday January 27, 2006.**

Submittals are to be delivered to the following address:

Mailing address and messenger deliveries:

Charles Kajkowski, Jr., P.E.  
Acting Director  
Department of Public Works  
731 S. Fourth Street  
Las Vegas, NV 89101

Note: Four (4) hardcopy submittals are required plus an electronic copy in Adobe Acrobat .pdf format on a CD.

## SUBMITTAL INSTRUCTIONS

### General

1. Each firm must provide four hard copies of its submittal.
2. Each hard copy must be bound in its own three-ring binder with no additional binding or stapling.
3. Submittals must contain a compact disc (CD) of an exact copy of all the hard copy information in Adobe Acrobat pdf format. This CD will become the City of Las Vegas' record copy.
4. Submittals must follow the organization, order, and numbering presented in this package.
5. All submittals must be typed on the forms provided in this package. Facsimiles forms, created with microcomputer word processing programs or on typewriters, are acceptable. These facsimiles, however, must use the layout and format as the original forms. Slight adjustments to the forms, such as margin and paragraph spacing, are acceptable. These adjustments, however, must not change the wording or numbering of questions, the order of requested information or increase or decrease the amount of information requested.
6. All forms can be downloaded from the City's "web" site at:

<http://www.lasvegasnevada.gov/publicworks>

For additional information, or to receive Statement of Qualifications Packet via e-mail, or a hardcopy, please contact Cheryl Paychl at (702) 229-6541 or by e-mail at [cpaychl@lasvegasnevada.gov](mailto:cpaychl@lasvegasnevada.gov)

6. In general, all typing on the forms should be in ten to twelve point (or ten to twelve pitch) size font, using normal font types such as Arial, Times Roman, Helvetica, Courier, Pica or Elite. Do not use cursive, script or brush type fonts. Tab and separator sheets may use larger font sizes.
7. Each submittal section must have a clearly recognizable divider. Preferably, this divider will be a tabbed sheet or a colored, heavy bond paper, with the name of the section clearly typed on this divider.
8. Special Note: Please be advised of City Council Resolution R-79-99, RESOLUTION ESTABLISHING A POLICY REGARDING THE TYPE OF DISCLOSURE TO BE REQUIRED OF PERSONS ENTERING INTO CERTAIN CONTRACTS OR OTHER TRANSACTIONS WITH THE CITY. Such disclosure as put forth in that resolution, is not required as part of this Statement of Qualifications submittal, but would be a requirement for any subsequent "professional services agreement" entered into with the City of Las Vegas.

**Submittal Order:**

The submittal must conform to the following organization order, numbering and contents:

**Section I - Firm's Cover Letter**

The firm's cover letter is a brief (1 to 2 pages) introduction the firm's submittal and the proposed scope of services. An officer of the firm must sign the letter. The firm must state that it meets the following requirements:

- (1) The firm has a local office in the Las Vegas valley,
- (2) a majority of the work will be performed locally,
- (3) the firm will have a project manager, agreeable to the City, available at the firm's local office during the term of any contract with the City, and
- (4) the local office representative is able to legally execute all contracts with the City.

**Section II - CLV Form A - General Information****Section III - CLV Form B - Personnel Experience – Professional Staff**

Form requires professional engineer's license number and the City of Las Vegas' business license number for each employee. Each professional employee may be covered under the firm's business license. Form requires the firm certify that the listed individuals are residents of the Las Vegas Valley community.

**Section IV - CLV Form C - Personnel Experience – Other Technical and Key Staff**

Form requires the firm certify that the listed individuals are residents of the Las Vegas Valley community

**Section V****- CLV Form D - Equipment Listing**

List all equipment necessary to provide the service being considered that the firm is willing to commit locally and which it currently owns or leases.

**- CLV Form E - List of Tests and Procedures for Geo-technical Engineering and Materials Testing & Inspection**

If the submittal contains a "Geo-technical Engineering" and/or a "Materials Testing and Inspection" service category, the firm must include a CLV Form E - List of Tests and Procedures for Geo-technical Engineering and Materials Testing & Inspection. Otherwise, this form is not required.

Note that Sections I through V only need to be prepared and submitted once. In contrast, Section VI needs to be prepared and submitted for each service category a firm desires to submit.

## **Section VI Service Category**

Complete the following forms for each service category the firm is interested in providing service. However, separate each individual service category with a tabbed divider labeled with the service category name on the tab. Photos are acceptable.

Firms interested in providing services in these categories must be prime consultant for the services provided and must perform more than 50 percent of the work.

### **- CLV Form F - Service Category**

Provide the evaluator with a tentative project team that would be used to complete a typical project in this service category. Use table B to list sub-consultants. There is no need to include sub-consultants on any of the SF 330 forms.

### **- Federal Standard Form 330, Section E**

Provide a brief resume for the personnel that are listed on CLV Form F.

### **- Federal Standard Form 330, Section F**

Describe projects relevant to the specific service category. There is a limit of 10 projects per service category. No one project should use more than 1 page. It is okay to enlarge the cells. Photos are also acceptable. Block number 25 of Federal form is not applicable and has been removed.

### **- Federal Standard Form 330, Section G**

Provide a listing of key personnel from SF330, section E as they are related to projects listed in SF330, section F. Provide a project key as related to SF330, section F.

### **- Federal Standard Form 330, Section H and I**

Provide information relevant to the specific service category. There is a limit of two pages per service category.

## Chapter 3

### SERVICE CATEGORIES DEFINED

The City of Las Vegas is looking for firms to provide expertise in one or more of service categories listed below.

- A. Roadway Engineering
- B. Pavement Condition Evaluation
- C. Traffic Study and Modeling Engineering
- D. Traffic Design Engineering
- E. Flood Control Engineering
- F. Sanitary Sewer Engineering
- G. Sanitary Sewer Assessment/Rehabilitation Engineering
- H. Wastewater Treatment Plant Design
- I. Land Surveying
- J. Geo-technical Engineering
- K. Right-of-Way Design
- L. Right-of-Way Acquisition
- M. Landscape Design
- N. General Environmental Engineering
- O. Asbestos and Other Hazardous Material Abatement
- P. Structural Engineering
- Q. Construction Management
- R. Material Testing and Inspection
- S. Special Improvement District (SID)
- T. Bid-ability and Constructability Review

Firms interested in providing a service in one of the aforementioned service areas must be the prime consultant for that service and must perform more than fifty percent of the service.

#### A. Roadway Engineering

Urban Street Design: Design of typical arterials (normally four to eight lanes wide with right-of-way widths of 80 to 120 feet) located in the Las Vegas Valley. Design includes pavement, curb, gutter, sidewalks, drainage improvements and reconstruction within developed areas. Provide all engineering services for the preparation of plans, specifications and bid documents. Projects will typically cost more than 500,000 dollars and may require a special improvement district, traffic improvements and considerable right-of-way engineering.

Rehabilitation Design: Provide all engineering services for the testing and evaluating existing pavement sections. Provide all engineering services for the preparation of plans, specifications and bid documents. Project may involve some minor structures and minimal right-of-way engineering.



## B. Pavement Condition Evaluation:

Pavement condition evaluation and network analysis will include all engineering services necessary to prioritize and provide a work program for the preservation and rehabilitation of a major street network. This work will include collecting data to determine ride comfort / quality, visual surface distresses, traffic loading and structural adequacy of each pavement section.

The work will also include a network analysis which will include an analysis to determine pavement performance, a proposed rehabilitation strategy, a proposed rehabilitation needs year and a benefit / cost calculation.

## C. Traffic Study and Modeling Engineering:

Traffic Study and Modeling Engineering Services will include analysis of traffic operation, analysis of traffic flows, travel demand modeling and traffic simulation. Model and simulation requires knowledge of specialized transportation modeling software such as, but not limited to: CORSIM, HCS, SYNCHRO and TRANSCAD applications.

## D. Traffic Design Engineering

Traffic Design Engineering Services will include design of traffic signals, traffic control plan design, intelligent transportation systems (ITS), pavement markings, traffic calming, signs, other traffic control device plans, preparation of geometric design and delineation plans. Traffic calming involves public presentations, analyses, and implementation of neighborhood traffic calming needs. Design could include all engineering services required for the preparation of plans, specifications and bid documents.

## E. Flood Control Engineering

**Hydraulic and Hydrology Analysis:** Prepare drainage studies to define storm water flows to the project area using the HEC-1 hydrology model and perform hydraulic analysis using WSPG or HEC-RAS to determine the appropriate size for conveyance systems including pipes or open channels.

**Detention and Retention Basin Design:** Design facilities to temporarily store storm water run-off. Design includes inlet structures, outlet structures, dam embankment, spillway design and associated hydrology and hydraulics analysis. Project may require right-of-way engineering. Provide all engineering services for the preparation of plans, specifications and bid documents.

**Storm Drain System Design:** Design of storm water collection and conveyance facilities in both open channel and closed conduits. Design includes inlets, transition structures, culverts and associated hydrology and hydraulics analysis. Project may require right-of-way engineering. Provide all engineering services for the preparation of plans, specifications and bid documents.

Technical Drainage Studies and Plan Review: Review of development studies and improvement plans for conformance to applicable codes, policies and standards. This work will include the review of drainage studies and improvement plans submitted by proposed developments, review of already approved studies and plans submitted for other proposed developments, the coordination of conditions of approval and improvement; site visits, and hydraulic and hydrologic analysis of problem areas.

#### F. Sanitary Sewer Engineering

Hydraulic and Service Area Analysis: Estimate waste water generation rate for the development with average and peak flow quantities. Evaluate the nearest available public sewer and the master plan requirements for the future development needs of the sewer basin.

Sanitary Sewer Design: Design of sanitary sewer collection systems. Provide all engineering services for the preparation of plans, specifications and bid documents for sanitary sewers, man holes, lift stations and related special structures. Right-of-way engineering may be required. Provide all engineering services for the preparation of plans, specifications and bid documents.

#### G. Sanitary Sewer Assessment/Rehabilitation Engineering

Condition assessment studies will include inspection and evaluation of existing sewers. This work will include the physical inspection of pipelines and manholes, closed-circuit television inspection of pipelines, sewer flow monitoring, assessment reports based on inspection results utilizing NASSCO condition rating system and preparation of final reports. The final reports include a summary of the results and recommendations of the study.

Sanitary sewer rehabilitation services will include preparation of plans, specifications and bid documents for sewer rehabilitation design packages utilizing trenchless technology methods. Work may include experience in specifying fold and form pipe repair, cured-in-place pipe repair, pipe bursting and other methods of repair. Qualifying firms should show experience in flow monitoring, condition assessment, flow by-pass methodologies, manhole repairs and geographic information systems.

#### H. Wastewater Treatment Plant Design

Provide all engineering services to prepare plans, specifications and bid documents for the construction of wastewater treatment plants. Wastewater treatment plants include facilities that are designed for wastewater reuse.

#### I. Land Surveying

Aerial Mapping: The employment of the principles and practices of aerial photogrammetry as it relates to infrastructure project development.

Boundary, Topographical and Alignment Surveys: Establishment of boundaries, alignments, limits of rights-of-way, and so forth, sufficiently tied to the land net (United

States Public Land Survey) to enable the survey to be retraced. This work includes the resolution of conflicting surveys, identifying and addressing title issues within the scope of the land surveyor's authority, the preparation of certified legal descriptions of the area surveyed and acquisition areas, preparation of right-of-way plans/plats and the measurement of the earth's contours and of fixed works.

**Construction Staking:** Construction staking will include the verification of horizontal alignment or boundary configuration, limits of right-of-way, the vertical controls from which a project is to be constructed, the establishment of necessary site specific construction benches and horizontal control points and the physical placement of all construction stakes necessary to enable the contractor to locate the proposed minor project improvements. Project improvements may be defined as improvements normally associated with the construction of urban arterial roads, collector roads, special improvement districts, flood control improvements, sanitary sewer improvements and/or park improvements.

#### J. Geo-technical Engineering

**Site Investigation and Soil Analysis:** Investigate on-site soil and rock properties and make recommendations on the use of those materials for structures normally associated with road, sanitary sewer and flood control improvements.

#### K. Right-of-Way Design

**Legal Description and Plat Maps.** Prepare certified legal descriptions of the area surveyed and acquisition areas and prepare right-of-way plats.

#### L. Right-of-Way Acquisition

**Appraisals:** Prepare valuations of interests in real property in compliance with the Uniform Standards of Professional Appraisal Practice and the Uniform Appraisal Standards for Federal Land Acquisition. Provide testimony as an expert witness in condemnation proceedings and perform supplemental studies as needed.

**Negotiations:** Assist in the acquisition of right-of-way by negotiation or eminent domain proceedings, make offers, explain appraisals, provide liaison duties between the City and property owners, monitor escrows, maintain diaries, records and paperwork and prepare pre-condemnation packages.

**Relocation Services:** In compliance with the Uniform Act and applicable state and federal policies and regulations: perform project relocation studies and relocation advisory assistance to displaced commercial and residential occupants; compute benefits and review benefit applications; maintain diaries and generate reports; and provide close coordination between relocation and acquisition activities.

## M. Landscape Design

Provide landscaping, irrigation design and minor architectural services for the design and construction of interchange and parkscape areas, recreation facilities, open spaces, and right-of-way projects for new construction and renovations. Basic services may include programming, reports, studies, surveys, master planning, schematic design, design development, construction documents, permitting, bidding assistance, and construction administration.

## N. General Environmental Engineering

General Environmental Engineering includes, but is not limited to the following: environmental permitting, environmental clean-up and restoration, environmental sample collection and testing, preparation of environmental assessments and impact statements and environmental modeling.

## O. Asbestos and Other Hazardous Material Abatement

Conduct on-site surveys and laboratory tests of building materials that may contain asbestos. Provide detailed descriptions of the test results and provide a recommended approach for abatement. Proposals may be submitted on the ability to complete all phases of asbestos abatement projects.

## P. Structural Engineering

Structural engineering will include design of structures associated with transportation or flood control improvements, such as bridges, viaducts, large culverts, spillways, transitions, structures, retaining walls and related structures. Provide all engineering services for the preparation of plans, specifications and bid documents.

## Q. Construction Management

Administration: Provide resident project representative(s) and registered project engineer and/or project manager for a construction project. Inspect and document contractor's work, prepare pay requests and change orders, as needed. Provide liaison with the public, sub-contractors, utilities, other governmental agencies and other involved parties.

### Construction Claims Support

Provide services including claims evaluation, schedule analysis, identification of potential claims issues, research case history to support or deny claims, evaluation of fault, providing recommendations and dispute avoidance. In addition, the consultant should be capable of evaluation and enhancement of existing City of Las Vegas claims procedures, contract documents, contractor performance documentation and construction processes for the purpose of dispute avoidance, claims mitigation and staff training. Qualified firms must have professional staff with licenses to practice civil

engineering in the State of Nevada and have legal expertise in construction claims. Preference may be given to those firms that exhibit construction claims experience.

#### R. Material Testing and Inspection

Conduct plant and/or field sampling, inspection and perform standardized laboratory tests on common construction materials in accordance with ASTM, AASHTO or other applicable procedures. Document results of tests performed.

#### S. Special Improvement District (SID)

Provide services to assist the City in the formation and administration of assessment districts for new developments involving one or a small number of private property owners who intend on developing their property for residential, commercial, industrial or other beneficial use. Work may include the major components of special improvement district (SID) formation, reapportionment services and acquisition audits.

The major components of SID formation include review of construction plans, right-of-way certifications, bid document review, inspection and materials testing, review and recommendation of payment request, determination of assessment allocation and preparation of the Engineer's report.

#### T. Bid-Ability and Constructability Review

Firms should have the ability to perform detailed plan and specification reviews to identify errors, omissions and insufficient or ambiguous details, to review coordination between design disciplines, to analyze and/or develop project schedules, to identify areas where significant cost savings could be realized and to provide a constructability report summarizing their findings. Work may include attendance at design coordination meetings, field reviews, and utility / right-of-way research.

## Chapter 4

### SOQ EVALUATION PROCEDURE

Submittals will be initially checked to see if they state the following:

1. The firm has an office located in the Las Vegas Valley.
2. The firm has indicated it will do a majority (over 50 percent) of the work in the Las Vegas Valley
3. The firm has indicated, it will have the project manager, agreeable to the City, available at the firm's local office during the term of any contract with the City.

**Only submittals with cover letters stating that the firm meets these three requirements will be included in the evaluation process.**

For each service category, a minimum of three evaluators will review and assess all submittals for that service category. These evaluators may consist of City staff and/or personnel from other governmental entities with experience and expertise in the specific service category. The evaluators may include qualified private sector personnel.

Evaluators should complete their evaluations independently of other evaluators. **On all submittals, evaluators must evaluate the firm only on the basis of material contained within the submittal. Information pertaining to service categories other than the one being evaluated, should be disregarded.**

The evaluators should follow the procedure and guidelines presented below:

1. The local office's ability to demonstrate that it is a bonafide, fully-established, business enterprise that will likely continue to successfully operate locally for the foreseeable future under its current management (Forms A, B, and C).
2. Experience and qualifications of firm's employees to perform the service within the scope of the service area. (Forms B and C, and the applicable Form F and SF330-E).
3. Firm's equipment resources for the service category (Form D and SF330-H). Also for firms submitting for either Geotechnical or Materials Testing Categories, firms listing of tests and procedures (Form E and SF330-H).
4. Past history of providing similar services in the last five years (Form F and SF330-E,F,G).
5. Management philosophy and project approach including identification of budgeting, scheduling and quality control processes practiced by the firm (Form F and SF330-H).

Each evaluator will independently rate each firm/service area with a score from zero to one hundred. The total of the evaluator's scores will be used to establish a final ranking.

Chapter 5  
Submittal Forms

for  
Professional Engineering Services  
CLV Forms A through F  
and  
Federal Standard Form 330, Sections E - I

**GENERAL INFORMATION**

**STATEMENT OF QUALIFICATION  
FOR  
PROFESSIONAL ENGINEERING SERVICES**

1. Date prepared: \_\_\_\_\_

2. Firm's name: \_\_\_\_\_

3a. Firm's address: \_\_\_\_\_

3b. Firm's Telephone \_\_\_\_\_

4. Is your local office the main office? \_\_\_\_\_ or branch office? \_\_\_\_\_ or sole office? \_\_\_\_\_

5. Year your firm was established: \_\_\_\_\_

6. Year your local office was established: \_\_\_\_\_

7. Location of:

a. Main office: \_\_\_\_\_

\_\_\_\_\_

b. Local office: \_\_\_\_\_

8. Year former firm(s) were established:

a. \_\_\_\_\_

b. \_\_\_\_\_

c. \_\_\_\_\_

9. Name, title, telephone number and e-mail of two principals in firm who may be contacted:

a. \_\_\_\_\_

b. \_\_\_\_\_

10. List locations of other offices (no more than five):

	<u>Address</u>	<u>Telephone No.</u>	<u>No. of Personnel</u>
a.	_____	(    ) _____	_____
b.	_____	(    ) _____	_____



10. (Continued)

	<u>Address</u>	<u>Telephone No.</u>	<u>No. of Personnel</u>
c.	_____	(    ) _____	_____
d.	_____	(    ) _____	_____
e.	_____	(    ) _____	_____

11. Errors and Omissions insurance:

a. Amount your firm presently carries: \$ \_\_\_\_\_

b. Carrier's name and address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

c. If no insurance, state other arrangements:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

12. Total employees presently employed:

a. At your local (Southern Nevada) office: \_\_\_\_\_

b. In your firm: \_\_\_\_\_

c. Total wages reported by your firm to the State of Nevada Employment Security Division as shown on line 3 of form NUCS-4072 for the quarters ending:

12/31/04 \$ \_\_\_\_\_ 3/31/05 \$ \_\_\_\_\_

6/30/05 \$ \_\_\_\_\_ 9/30/05 \$ \_\_\_\_\_

13. By category, give the number of projects your firm is working on / has

	<u>CURRENT</u>	<u>LAST FIVE YEARS</u>
a. Public/Governmental	_____	_____
b. Commercial	_____	_____
c. Residential	_____	_____
d. Other	_____	_____

14. The City of Las Vegas has adopted a policy that encourages the participation and utilization of minority and women-owned businesses. The City has adopted participation goals of 25% minority owned business utilization, 5% women-owned business utilization and 2.5% disabled veteran-owned business utilization.

a. Is your firm certified as a minority-owned, women-owned or disabled veteran-owned business?

Yes (specify) \_\_\_\_\_ No \_\_\_\_\_

b. If yes, by what governmental agency(s):? \_\_\_\_\_

c. With respect to your firm's local office employees, please complete the following:

	<u>NUMBER OF EMPLOYEES (LOCAL OFFICE)</u>		
	<u>MANAGERIAL - PROFESSIONAL</u>	<u>TECHNICAL</u>	<u>CLERICAL</u>
FEMALE	_____	_____	_____
AMERICAN INDIAN	_____	_____	_____
ALASKAN NATIVE	_____	_____	_____
ASIAN	_____	_____	_____
BLACK	_____	_____	_____
HISPANIC	_____	_____	_____
DISABLED VETERAN	_____	_____	_____

**CLV FORM B - PERSONNEL EXPERIENCE - PROFESSIONAL STAFF** - List all professional members on staff in your Las Vegas, NV<sup>1</sup> office. Indicate **YEARS OF EQUIVALENT-FULL-TIME EXPERIENCE** per each of the areas of professional expertise listed below. (include EITs & LSITs)

NAME	TITLE	License No.(s)	Education	YEARS OF EXPERIENCE			CATEGORIES OF PROFESSIONAL EXPERTISE (Reference Category of Expertise Codes Below) Enter: <b>YEARS OF EQUIVALENT-FULL-TIME EXPERIENCE</b> *																			
		Nevada PE #	DG/YR	Las Vegas Office	Firm	Ca-reer Total	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	
		CLV Bus. #																								
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A. Roadway Engineering	H. Wastewater Treatment Plant Design	O. Asbestos and Other Hazardous Material Abatement
B. Pavement Condition Evaluation	I. Land Surveying	P. Structural Engineering
C. Traffic Study and Modeling	J. Geo-technical Engineering	Q. Construction Management
D. Traffic Design Engineering	K. Right-of-Way Design	R. Material Testing and Inspection
E. Flood Control Engineering	L. Right-of-Way Acquisition	S. Special Improvement District (SID)
F. Sanitary Sewer Engineering	M. Landscape Design	
G. Sanitary Sewer Assessment/Rehab	N. General Environmental Engineering	

I certify that the employees listed above are legal residents of the Las Vegas Valley community and have been continuously employed in our Las Vegas area office since at least January 27, 2006 \_\_\_\_\_(signature); \_\_\_\_\_(date).

<sup>1</sup> Las Vegas, North Las Vegas, Henderson, Boulder City or Clark County, Nevada

**CLV FORM C - PERSONNEL EXPERIENCE – Other Technical and Key Staff** - List all professional members on staff in your Las Vegas, NV<sup>1</sup> office. Indicate **YEARS OF EQUIVALENT-FULL-TIME EXPERIENCE** per each of the areas of the categories listed below.

NAME	TITLE	Certs. (List)	Education	YEARS OF EXPERIENCE			CATEGORIES OF EXPERTISE (Reference Category of Expertise Codes Below) Enter: <b>YEARS OF EQUIVALENT-FULL-TIME EXPERIENCE</b> *																			* (Σ=Career Total)	
			DG/YR	Las Vegas Office	Firm	Ca-reer Total	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S		
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<sup>1</sup> Las Vegas, North Las Vegas, Henderson, Boulder City or Clark County, Nevada

## EQUIPMENT LISTING

List all equipment you presently own (or lease) and you are willing to commit locally to provide professional services. This equipment can include, but is not limited to, heavy equipment, special purpose or specially equipped vehicles, airplanes, engineering or surveying equipment, computer hardware and software, CAD materials, plotters, laboratory and testing equipment normally required to perform services being offered.

EQUIPMENT DESCRIPTION	Quantity	Lease or Own L/O

## List of Tests and Procedures for Geo-technical Engineering and Materials Testing & Inspection

Indicate your firm's local ability to perform the tests listed below. Please note that all tests and procedures shall be performed in accordance with standard AASHTO/ASTM methods, where applicable.

<u>Yes</u>	<u>No</u>	<u>Test</u>
<	<	Hollow stem auger drilling
<	<	Rotary drilling (air, foam, mud)
<	<	Standard penetration testing
<	<	Natural moisture/groundwater conditions
<	<	Soil classifications (sieve analysis, Atterberg limits)
<	<	In-place density/unit weight
<	<	Soil solubility
<	<	Soil chemical analysis (pH, sulfates, etc.)
<	<	Soil expansion from moisture and chemical reaction
<	<	Soil consolidation/hydro-collapse potential
<	<	Soil resistivity
<	<	Direct shear strength (angle of internal friction, cohesion)
<	<	R-value
<	<	CBR value
<	<	Soil resilient modulus
<	<	Soil percolation
<	<	Pavement visual distress surveys (cracking patterns, rutting, humps, depressions, etc.)
<	<	Deflection testing (Dynalect, Road Rater or Falling Weight Deflectometer)

**Service Category:** \_\_\_\_\_

The City of Las Vegas periodically engages engineering consultants for professional services in the above service category. The consultant's required services usually include all services as described in chapter 3 of the instructions to complete a project. The scope of the consultant's services may require the engagement of sub-consultants, support services or non-local firm employees for "specialized" work.

If your firm was selected for a project in this service category, list your tentative project team, their duties and their relative involvement based upon 1000 total man-hours (M-H) for the project. Also list any sub-consultants, support services or non-local firm employees which may be needed to fully complete this project.

**A. Consultant's local personnel**

<b>NAME</b>	<b>TITLE</b>	<b>DUTIES/TASKS</b>	<b>M-H %</b>

Estimated Man-Hour Distribution Total = 100%

**B. Sub-consultants, support services and firm employees that are not local**

<b>NAME</b>	<b>SUPPORT SERVICE</b>

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**  
(Complete one Section E for each key person.)

12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
		a. TOTAL	b. WITH CURRENT FIRM

15. FIRM NAME AND LOCATION (City and State)

16. EDUCATION (DEGREE AND SPECIALIZATION)

17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)

18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)

**19. RELEVANT PROJECTS**

a.	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	<input type="checkbox"/> Check if project performed with current firm	
b.	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	<input type="checkbox"/> Check if project performed with current firm	
c.	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	<input type="checkbox"/> Check if project performed with current firm	
d.	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	<input type="checkbox"/> Check if project performed with current firm	
e.	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	<input type="checkbox"/> Check if project performed with current firm	



<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		<b>20. EXAMPLE PROJECT KEY NUMBER</b>
<b>21. TITLE AND LOCATION</b> <i>(City and State)</i>	<b>22. YEAR COMPLETED</b>	
	<b>PROFESSIONAL SERVICES</b>	<b>CONSTRUCTION</b> <i>(If applicable)</i>
<b>23. PROJECT OWNER'S INFORMATION</b>		
<b>a. PROJECT OWNER</b>	<b>b. POINT OF CONTACT NAME</b>	<b>c. POINT OF CONTACT TELEPHONE NUMBER</b>
<b>24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT</b> <i>(Include scope, size, and cost)</i>		

[illegible]

NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)	NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)
1		6	
2		7	
3		8	
4		9	
5		10	

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**H. ADDITIONAL INFORMATION**

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30. PROVIDE ANY ADDITIONAL INFORMATION REQUESTED BY THE AGENCY. ATTACH ADDITIONAL SHEETS AS NEEDED.

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**I. AUTHORIZED REPRESENTATIVE**

The foregoing is a statement of facts.

31. SIGNATURE

32. DATE

33. NAME AND TITLE